



TRIBAL DEVELOPMENT CO-OPERATIVE CORPORATION OF ORISSA LTD (TDCCOL)
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website: www.tdccodisha.org

Tender No. 2958/TDCCOL

Date- 14/ 11/2025

Detail Tender Call Notice for Designing, Manufacturing & supply of Thematic occasion-specific customized corrugated Gift hamper boxes.

TDCCOL invites Sealed Tender(s) from only registered experienced & eligible Vendors/ manufacturers/ authorized suppliers for Designing, Manufacturing & supply of Thematic occasion-specific customized corrugated Gift hamper boxes:

Sl no	Assignment particulars	Festival/ Occasions	Delivery Location
1	Designing, Manufacturing & supply of thematic occasion specific customized corrugated (5-ply) gift hamper box.	X- Mas	Central Godown, Head Office, TDCCOL, Bhubaneswar
2		New Year	
3		Holi	
4		Diwali	
5		Independence Day	
6		Rajo	
7		Republic Day	
8		Rath Yatra	
9		General/ Common	

The bidder(s) must submit Demand Draft for Rs. 10, 000/- (Rupees Ten Thousand) only, drawn in favor of “Managing Director”, TDCCOL, payable at Bhubaneswar” towards Earnest Money Deposit (EMD) for the tender participation. The Tender must be accompanied with creative photos/ pictures of the proposed occasion specific thematic gift hamper box. The details of the Tender call notice can be downloaded from www.tdccorissa.org.

The bidder(s) should quote their basic rate, taxes, for designing, manufacturing & supply at TDCCOL central godown, HO, Bhubaneswar. The last date for acceptance of Tender is up to **5:00 pm on dated-10 .12 .2025**. The undersigned reserves the right to accept or reject any or all Tenders without assigning any reason thereof.

Sd/-
Managing Director

1. Instructions to the Bidders

- a. Duties and taxes where legally leviable and intended to be claimed should be distinctly shown separately in the Tender.
- b. The Tenders should be valid for at least 90 days from the date of opening of the Tenders and may be extended for any further period on mutual consent of the parties.
- c. All technical literature, catalogue and other data in support of the specification and details of the item(s) should be furnished along with the offer.
- d. Technically qualified bidder shall be invited for digital presentation before the authority.
- e. Any defective material/ supply shall not be accepted & returned to the supplier.
- f. No claim shall be entertained on account of the increase in price of the product without prior approval of the authority.
- g. TDCCOL shall be under no obligation to accept the lowest or any Tender and reserves the right of acceptance of the whole or any part of the Tender or portion of the quantity offered, and the bidder shall supply the same at the rates quoted.
- h. Corrections if any must be attested. All amounts shall be indicated both in words as well as in figures. Where there is difference between the amounts quoted in words and figures, amounts quoted in words shall prevail.
- i. The selected occasion specific gift hamper box must be supplied by the qualified supplier at least 20 days prior to the occasion/ festival. Delay in delivery of the gift hamper box beyond the deadline without prior consent of the purchaser shall attract cancellation of the Purchase Order.
- j. The EMD submitted by unsuccessful bidders shall be refunded within 30 days from the date of opening of the Tenders without interest.
- k. Conditional, incomplete Tenders as well as Tenders not accompanying EMD will not be entertained.
- l. The contact person for any assistance pertinent to this tender from TDCCOL is Sri Santosh Moharana (Retail Manager) TDCCOL – 9078897344.
- m. The contract shall be valid for one year from the date of Work order and may be extended subject to satisfactory performance with approval of the authority.

2. SCOPE OF WORK

The scope of work includes but not limited to:

- Designing creative, visually appealing and structurally sound gift hamper boxes as per contain of the products.
- Themes to be aligned with the occasions (e.g. Diwali, New Year, Rajo, Rath yatra, etc....)
- Each box is to be customized according to the fixed list of the items to be packed. (Annexed)
- Manufacturing of the boxes using corrugated board (5-ply) as per the size and weight requirement of the contents of the hamper.
- Printing and finishing of the gift hamper box with lamination/ UV print/ Foiling/ customized blocks for the respective products.

3. SPECIFICATION OF THE GIFT HAMPER BOX:

- Material – Corrugated Board 5-ply based on the fixed products and weight.
- Design – Customized according to the occasion and fixed set of products.
- Printing – Full colour, digital UV print with the occasion specific creative thematic content as per approval of the authority.
- Load Bearing Capacity – Based on the weight of the fixed contents (Annexed.)
- Closure – Sturdy, tamper- resistant with user-friendly opening mechanism.
- Eco- friendliness – Preference to be given to be given to recyclable & biodegradable materials.
- Quantities – Approximately 100 pcs of Gift hamper box from each occasion (annexed) may vary as per requirement, however, it is further negotiable.

4. ELIGIBLE CRITERIA OF THE BIDDER:

- Minimum 3 (Three) years of experience in packaging design, manufacturing & supply of gift hamper boxes.
- Proven track record of similar projects executed for reputed clients, Govt. supplies preferable.

- In-house/ associated design team with portfolio is preferable.
- Submission of EMD of Rs.10, 000/- favouring Managing Director in shape of DD.
- Submission of GST registration and PAN copy.
- Financial capacity to handle order of this scale (Submission of ITR filing for last 2 [two] FY).

5. DELIVERABLES:

- ◇ At least 2-3 design concepts per occasion to be submitted along with the bid form for review & selection, also for the digital presentation.
- ◇ Prototype/ sample boxes for selection by the authority before final production.
- ◇ Final delivery of the boxes as per approved design and within agreed timeline.

6. SUBMISSION OF THE REQUIREMENTS:

A. Technical Bid:

- Company/ firm profile.
- Details of experience & past project delt.
- Designing team profile & sample work.
- Details of the proposed materials (Biodegradable preferred)
- Compliance with specifications.

B. Financial Bid:

- Cost per unit of gift hamper box based on the design, size & type (5- ply)
- Design charges (One time cost)
- Taxes & delivery charges (if any)
- Total cost for estimated quantity (maybe slab wise)

NB: All documents should be sealed in separate envelopes (Technical & Financial) and marked cleared. Both envelopes should be placed inside one master envelop superscribed:

“Tender for Thematic Customized Corrugated Gift Hamper Boxes”

7. EVALUATION CRITERIA:

- a. Technical Competence >> **25%**
- b. Design creative innovation & suitability >> **30%**
- c. Cost effectiveness >> **30%**
- d. Delivery timing & capacity >> **15%**

8. TERMS & CONDITIONS

- TDCCOL reserves the right to reject any or all bids without assigning reasons thereof.
- The tender is non-transferable.
- Late & conditional submissions will not be considered.
- Any dispute will be subject to jurisdiction of Bhubaneswar court.

Annexures:

Annexure 1 – List of fixed contents per Gift box

Annexure 2 – Format for Technical Bid

Annexure 3 – Format for Financial Bid

Annexure - 1

LOWER BUDGET GIFT HAMPER PRODUCTS

Sl no	Gift Hamper Holi	
1	Gift Box	₹ 100
2	Organic Hand made Soap	₹ 105
3	Turmeric in glass bottle	₹ 75
4	Black pepper in glass bottle	₹ 100
	Herbal organic Holi colour 2 pkts	₹ 200
	TOTAL	₹ 580

Sl no	Gift Hamper Diwali	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Turmeric in glass bottle	₹ 75
4	Teraccota Diya/ lamp	₹ 200
	TOTAL	₹ 505

Sl no	Gift Hamper Rath Yatra	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Turmeric in glass bottle	₹ 75
4	Dokra small elephant	₹ 220
	TOTAL	₹ 525

Sl no	Gift Hamper X-mas	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Ragi plum Cake	₹ 150
4	Organic Hand made Soap	₹ 105
	TOTAL	₹ 485

Sl no	Gift Hamper Durga Puja	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Koraput Instant Coffee	₹ 240
4	Turmeric in glass bottle	₹ 75
	TOTAL	₹ 545

Sl no	Gift Hamper New Year	
1	Gift Box	₹ 100
2	Koraput Instant Coffee	₹ 240
3	Ceramic cup with Tribal Art print 2 nos	₹ 270
	TOTAL	₹ 610

Sl no	Gift Hamper Rajo-1	
1	Gift Box	₹ 100
2	Ragi Cookies 2 nos	₹ 200
3	Daringbadi Black pepper	₹ 130
4	Lac Chudi 2 pcs	₹ 85
	TOTAL	₹ 515

Sl no	Gift Hamper Rajo-2	
1	Gift Box	₹ 100
2	Ragi Cookies	₹ 100
3	Daringbadi Black pepper	₹ 130
4	Koraput Instant Coffee	₹ 240
5	Lac Chudi 2 pcs	₹ 85
	TOTAL	₹ 655

Sl no	Gift Hamper Independence Day	
1	Gift Box	₹ 100
2	Ragi Cookies	₹ 100
3	Daringbadi Black pepper	₹ 130
4	Koraput Instant Coffee	₹ 240
	TOTAL	₹ 570

LOWER BUDGET GIFT HAMPER PRODUCTS

Sl no	Gift Hamper Holi -1	
1	Gift Box	₹ 100
2	Herbal organic Holi colour 2 pkts	₹ 200
3	Koraput Instant Coffee	₹ 240
4	Black pepper in glass bottle	₹ 100
5	Tribal Painting	₹ 500
	Turmeric in glass bottle	₹ 75
	TOTAL	₹ 1,215

Sl no	Gift Hamper Rath Yatra-1	
1	Gift Box	₹ 100
2	Koraput Instant Coffee	₹ 240
3	Small Dokra Elephant 2 pcs	₹ 440
4	Tribal Painting	₹ 500
	TOTAL	₹ 1,280

Sl no	Gift Hamper Diwali-2	
1	Gift Box	₹ 100
2	Turmeric in glass bottle	₹ 75
3	Daringbadi Black pepper	₹ 130
4	Small Dokra Elephant 2 pcs	₹ 440
5	Terraciotta Diya 2 nos.	₹ 160
6	Koraput Instant Coffee	₹ 240
	TOTAL	₹ 1,145

Sl no	Gift Hamper Holi -2	
1	Gift Box	₹ 100
2	Organic Hand made Soap 2 nos	₹ 210
3	Small Dokra Elephant 1 no	₹ 220
4	Ceramic cup with Tribal Art print 2 nos	₹ 270
5	Koraput Instant Coffee	₹ 240
6	Herbal organic Holi colour 2 pkts	₹ 200
	TOTAL	₹ 1,240

Sl no	Gift Hamper Rath Yatra-2	
1	Gift Box	₹ 100
2	Ragi Cookies 2 nos	₹ 200
3	Daringbadi Black pepper	₹ 130
4	Koraput Instant Coffee 2 nos	₹ 480
5	Ceramic cup with Tribal Art print 2 nos	₹ 270
	TOTAL	₹ 1,180

Sl no	Gift Hamper Rajo-1	
1	Gift Box	₹ 100
2	Ragi Cookies 2 nos	₹ 200
3	Ragi Cake/ mofins 2 nos	₹ 100
4	Daringbadi Black pepper	₹ 130
5	Koraput Instant Coffee 2 nos	₹ 480
6	Ceramic cup with Tribal Art print 2 nos	₹ 270
	TOTAL	₹ 1,280

Sl no	Gift Hamper Rajo-3	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Koraput Instant Coffee 2 nos	₹ 480
4	Ceramic cup with Tribal Art print 2 nos	₹ 270
5	lac necklace	₹ 370
	TOTAL	₹ 1,350

Sl no	Gift Hamper New Year	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Koraput Instant Coffee 2 nos	₹ 240
4	Ceramic cup with Tribal Art print 2 nos	₹ 270
5	Tribal Painting	₹ 500
	TOTAL	₹ 1,240

Sl no	Gift Hamper Diwali-1	
1	Gift Box	₹ 100
2	Terraciotta Diya 2 nos.	₹ 160
3	Turmeric in glass bottle	₹ 50
4	Small dokra article 2 pcs	₹ 440
5	Lac Paper wright	₹ 75
6	Tribal Painting	₹ 500
	TOTAL	₹ 1,325

Sl no	Gift Hamper X-mas-1	
1	Gift Box	₹ 100
2	Koraput Instant Coffee	₹ 240
3	Ragi plum Cake 500gm	₹ 300
4	Small Dokra Elephant 2 pcs	₹ 440
5	Black pepper in glass bottle	₹ 100
6	Turmeric in glass bottle	₹ 75
	TOTAL	₹ 1,255

Sl no	Gift Hamper X-mas-2	
1	Gift Box	₹ 100
2	Turmeric in glass bottle	₹ 75
3	Ragi plum Cake 500gm	₹ 300
4	Small Dokra Elephant 2 nos	₹ 440
5	Terracitta Diya 2 nos	₹ 150
6	Daringbadi Black pepper	₹ 130
	TOTAL	₹ 1,195

Sl no	Gift Hamper Durga Puja-1	
1	Gift Box	₹ 100
2	Daringbadi Black pepper	₹ 130
3	Koraput Instant Coffee	₹ 240
4	Dokra small elephant 2 nos	₹ 440
5	Organic Hand made Soap 2 nos	₹ 240
6	TOTAL	₹ 1,150

Sl no	Gift Hamper Durga Puja-2	
1	Gift Box	₹ 100
2	Organic Hand made Soap 2 nos	₹ 240
3	Daringbadi Black pepper	₹ 130
4	Small Dokra Elephant 2 nos	₹ 440
5	Koraput Instant Coffee	₹ 240
6	Turmeric in glass bottle	₹ 75
	TOTAL	₹ 1,225

Sl no	Gift Hamper Rajo-2	
1	Gift Box	₹ 100
2	Ragi Cookies 2 nos	₹ 200
3	Ragi Cake/ mofins 2 nos	₹ 100
4	Turmeric in glass bottle	₹ 75
5	Koraput Instant Coffee 2 nos	₹ 480
6	Organic soaps 2 nos	₹ 210
7	Lac Chudi 2 pcs	₹ 85
	TOTAL	₹ 1,250

Sl no	Gift Hamper Independence Day	
1	Gift Box	₹ 100
2	Ragi Cake/ mofins 2 nos	₹ 100
3	Koraput Instant Coffee 2 nos	₹ 240
4	Roasted cashew 100 gm	₹ 140
5	Ceramic coffee cups 2 nos	₹ 270
6	Small dokra article 2 pcs	₹ 440
	TOTAL	₹ 1,290

Annexure- B

(To be printed on the bidder's letterhead and submitted in a sealed envelope marked "Technical Bid")

A. GENERAL INFORMATION:

- 1. Name of the Company / Agency:**

- 2. Registered Address:**

- 3. Contact Person Name:**

- 4. Designation:**

- 5. Contact Number:**

- 6. Email Address:**

- 7. Year of Establishment:**

- 8. Legal Status (Proprietorship / Pvt Ltd / LLP etc.):**

- 9. GST Number (Attach copy):**

- 10. PAN Number (Attach copy):**

B. EXPERIENCE & PAST WORK:

Sl no	Client Name	Project Name	Quantity Supplied	Year
1				
2				
3				

NB: Attach supporting documents: PO copies/ Completion certificates/ client testimonials

C. MATERIALS PROPOSED:

- i- Type of corrugated boards: >> 3-ply/ 5-ply
- ii- GSM & Bursting strength: >> _____
- iii- Printing Method: >> OFFSET / DIGITAL (Tick)
- iv- Finishing option: >> Lamination / UV/ Foil / Embossing (specify)
- v- Sustainability: >> Recyclable / Eco-friendly / Biodegradable used (YES / NO)

D. COMPLIANCE DECLARATION:

We hereby declare that all the information provided above is true and correct. We agree to abide by the terms & conditions of the tender.

Authorized Signatory: _____

Name: _____

Designation: _____

Seal: _____

Date:_____ Place: _____

Annexure- C

(To be printed on the bidder's letterhead and submitted in a sealed envelope marked "Financial Bid")

Subject: Financial Bid for Designing, Manufacturing, and Supplying Thematic Customized Corrugated Gift Hamper Boxes

Occasion/ Option wise					
Sl no	Particulars	MoQ	Unit rate (Rs.)	GST %	Total Value (Rs.)
1	Designing charges per box Theme				
2	Box 5-ply corrugated box				
3	Finishing charges (Lamination/ UV/ Foil)				
4	Transportation/ delivery charges (if any)				
			TOTAL VALUE (Rs.)		

Notes:

- Prices quoted should be valid for a minimum period of 90 days.
- The quantities mentioned are indicative and may vary.
- Final payment shall be based on actual quantity delivered.
- All prices should be inclusive of design, materials, labour, printing, finishing, packing, and delivery.

Authorized Signatory: _____

Name: _____

Designation: _____

Seal: _____

Date: _____ Place: _____

Here is the End of the Tender paper.